



**18 February 2022**

**Dr. Edgardo E. Tulin**  
President  
Visayas State University  
Visca, Baybay City, Leyte

**Thru: Dr. Maria Juliet C. Ceniza**  
Vice President for Research,  
Extension & Innovation

Dear **Dr. Tulin**:

Due to my compulsory retirement effective 24 February 2022, I would like to recommend the appointment of **Engr. Ma. Grace C. Sumaria** as the **new Project Leader** of the project entitled "*Hydraulic Ram Pump Development and Automation for Small Irrigation System in Upland Barangays*" without honorarium effective January 1, 2022 to December 31, 2022 chargeable to project code: **CC16.RE.01.1718** unless sooner terminated due to lack of funds.

As a Project Leader, she is expected to perform and implement the following responsibilities and project activities for this year with appropriate workload unit equivalent:

1. **Provide** leadership in the implementation of the project activities this year with focus on the study entitled "*Pilot Testing of a Ram Pump-supported High Value Vegetable Production*";
2. **Finish** the establishment of a Ram Pump-supported vegetable production demonstration area at the Renewable Energy Research Center;
3. **Operate** the Ram Pump-supported vegetable production demonstration area at the side of the Renewable Energy Research Center
4. **Start** the promotion of the technology in selected vegetable producing barangays in the City of Baybay, Leyte; and
5. **Submit** regular quarterly and annual project progress report to OVPREI.

Any changes in the title, methodology, project site, and/or budget, the approval should first be sought from the University President upon recommendation by the Project Leader, RERC Center Director, and the Vice-President for Research, Extension, and Innovation (VPREI).

Very truly yours,

**ROBERTO C. GUARTE**  
Project Leader and Director

Conforme:

Certified funds available:

**MA. GRACE C. SUMARIA**  
Instructor I

**ALICIA M. FLORES**  
Head, Budget Office

Endorsed by:

**ROSA OPHELIA C. VELARDE**  
Director for Research

Recommending Approval

**MARIA JULIET C. CENIZA**  
Vice President for Research, Extension  
and Innovation

cc: OVPREI-VP  
OVPREI-RPO  
Head, Budget Office  
Director, RERC  
Researcher – Engr. MGCSumaria  
RSPPRO  
File – RERC